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July 1976

# Alameda County Boards and Commissions

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Alameda co.  
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women in govt " "  
social groups committee  
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**An Informational Booklet  
Prepared By The  
Alameda County Commission  
On The Status Of Women**

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## INTRODUCTION

This booklet, prepared by the Alameda County Commission on the Status of Women, contains basic information on the major boards and commissions in Alameda County. It is intended for use by all citizens of Alameda County interested in the structure and content of the Boards and Commissions to which the public can be appointed.

It is the hope of the Commission on the Status of Women that this information will be used in conjunction with its Talent Bank. The Talent Bank is a system of forms completed by persons interested in serving on Boards and Commissions and updated lists of resignations and vacancies. Persons applying through this system are advised of vacancies. Their forms are sent to the members of the Board of Supervisors who appoint citizens to these Boards and Commissions.

Those who wish to apply to serve on one of the Boards or Commissions described in this booklet may get a Talent Bank Form by requesting one from the Alameda County Commission on the Status of Women.

### Members, Alameda County Board of Supervisors:

Fred Cooper, Chair  
3rd District

Thomas Bates  
5th District

Joseph Bort  
4th District

Charles Santana  
2nd District

John Murphy  
1st District

### Members, Alameda County Commission on the Status of Women:

Patricia Stich, Chair  
Connie Shapiro, Vice-Chair  
Neva d'Antonio, Secretary  
Jeanne Bergman, Member-at-Large  
Alfreda Abbott  
Kathy Embry  
Judy Java  
Bonnie Zimmerman

Sandra Gaines  
LaVon Neveau  
Rosemarie Calleros  
Faith Frazier  
Elaine Zimmerman  
Teresa Rocha  
Mary Drag  
Laurel Burley

Staff: Kate Quick

## ALAMEDA COUNTY BOARDS AND COMMISSIONS

Advisory Commission on Aging  
Alameda County Art Commission  
Alameda County Parks Advisory Commission (aka Historical Records Commission)  
Alcoholism Advisory Board  
Assesment Appeals Board I and II  
Charter Review Commission  
Child Health Disability Prevention Advisory Board  
Civil Service Commission  
Commission on the Status of Women  
Committee on Criminal Justice and Data Processing  
Consumer Affairs Commission  
Delinquency Prevention Commission  
Emergency Medical Care Committee  
Health Care Services Commission  
Human Relations Commission  
Human Services Council  
Juvenile Justice Commission  
Library Advisory Commission  
Local Agency Formation Commission (LAFCO)  
Mental Health Advisory Board  
Planning Commission  
Regional Criminal Justice Planning Board  
Retirement Board  
Revenue Sharing Proposal Review Board  
Social Services Commission  
Solid Waste Management Advisory Committee  
(911) Trial Advisory Commission

NOTE: Partial list as Commissions not open to the general public are not listed.

## BOARD/COMMISSION FACT SHEET

I. Name of Board: Advisory Commission on Aging (ACA)  
Address: 401 Broadway, Oakland, CA 4th Floor  
Telephone: 874-6800

Meeting time and place: Second Monday of the month, 10:00 to 3:30  
1221 Oak Street, Oakland.

### II. Brief Description of Function and Jurisdiction

ACA is concerned about the care of the elderly citizens of Alameda County. It provides information about attitudes, needs and opinions of the elderly to the Board of Supervisors and the Department on Aging staff. It serves as a strong advocate for the elderly. It holds public hearings on the Area Plan, on the needs and priorities of the elderly and recommends programs for funding. It advises the Board of Supervisors on allocation of funds, legislation affecting and policies pertinent to the elderly.

Budget: The annual budget of the Department on Aging is around \$320,000. At the request of the Board of Supervisors, the ACA and the Department on Aging also make recommendations on the use of Revenue Sharing Funds for elderly social service programs.

Staff: Composed of eight professionals, six information and referral aides, three clerical and one work-study position. Eleven of the filled positions are occupied by women, there are three men on staff.

### III. Duties of Members

The members take part in the monthly meetings of the full commission. They also sit on subcommittees in the areas of health, transportation, housing, legislation and finance.

Term: Their terms have not been set.

Remuneration: They are reimbursed for travel and other minor expenses connected with their functions.



BOARD/COMMISSION FACT SHEET

I. Name of Board: Alameda County Art Commission  
Address: Office of Commission Administration  
401 Broadway, 4th Floor, Oakland, CA  
Telephone: 874-6150

Meeting Time and Place: At least every two months in the Conference Room of the Board of Supervisors, Alameda County Administration Building, Oakland.

II. Brief Description of Function and Jurisdiction

Encourage all areas of art in the County and provide County level leadership in the arts to all the cities, local areas and other government subdivisions of the County.

No funds administered by the Commission, but new regulations put as much as 1% of construction costs of public buildings into art and beautification, i.e., Hayward Hall of Justice will have \$128,000 for this purpose. Also there is Revenue Sharing money in the performing arts field. The Art Commission makes recommendations in both these areas. In addition, they make recommendations on County advertising budgets.

Staff: The Commission is staffed by the Department of Commission Administration.

Budget: None.

III. Duties of Members

Time involved: About 10 hours a month. This could be greater if subcommittees are active.

Members: 15 (10 regular, 5 ex-officio) all appointed by the Board of Supervisors.

Remuneration: None.

Term: Four years - two term limit.

BOARD/COMMISSION FACT SHEET

I. Name of Board: Alameda County Parks Advisory Commission  
Address: 399 Elmhurst, Hayward, CA  
Telephone: 357-0844

Meeting Time and Place: Varies.

II. Brief Description of Function and Jurisdiction

No County parklands. Act as County Historical Landmarks Commission.  
Advise Supervisors on such things as need for coordination of shoreline  
planning, 1974 Bond Act that had to be administered at County level, etc.

Funds Administered: None.

Budget: Part of Planning Department Budget.

Staff: Provided by County Planning Department.

Members: 10 members plus Supervisor liaison.

III. Duties of Members

Duties: Attend monthly meeting.

Qualifications: Local City park program background helpful.

Terms: Four years.

Remuneration: None.

## BOARD/COMMISSION FACT SHEET

I. Name of Board: Alcoholism Advisory Board  
Address: 15400 Foothill Blvd., San Leandro, CA  
Telephone: (Fairmont Hospital)

Meeting Time and Place: First Friday of each month at Fairmont Hospital Cafeteria.

### II. Brief Description of Function and Jurisdiction

The membership must include representatives from various economic, social and occupational groups having a professional, research, or personal interest in the field of alcoholism; it must also include at least three recovered alcoholics.

### III. Duties of Members

No member can be a full or part-time County employee of any County facility which provides alcoholism services under contract with the County.

Members: 15

Term: Each Supervisor must appoint one member for 18 months, one for 30 months, and one for 42 months; after these initial terms, each new member shall be appointed for a term of 36 months.



## BOARD/COMMISSION FACT SHEET

I. Name of Board: Assessment Appeals Board  
Address: 12th and Oak Street, Oakland, CA  
Telephone: 874-5454

Meeting Time and Place: There are two Boards. One meets in Room 512, the other meets in Conference Room, 5th Floor. Meet as need arises.

## II. Brief Description of Function and Jurisdiction

To increase or lower individual assessments in order to equalize assessments on local tax assessment roll; to review, equalize, and adjust penal and escaped assessments on that roll; to exercise the powers specified in Revenue and Taxation Code Sec. 1611.

The Boards act in a judicial capacity only, on the basis of legal evidence. They have no legislative powers and cannot grant exemption or consider charges that the assessor has improperly denied claims for exemption for property taxes.

The equalizing function is exercised only on appeal from the property owner. Equalization is accomplished by establishing the fair market value of the property taxes.

The equalizing function is exercised only on appeal from the property owner. Equalization is accomplished by establishing the fair market value of the property in question.

Staff: Provided by the Board of Supervisors Department.

Funds Administered: None.

Budget: Not known.

## III. Duties of Members

To attend hearings and deliberations and rule on appeals.

Qualifications: Usually include experience in real estate, law or accounting.

Time Involved: Three days a week, average. Hearings are held all day, and another halfday is usually set aside for deliberations. Board members are not required to visit properties in question, but sometimes do on their own time.

Term: Three years

Remuneration: \$100 per day, pro-rated for partial days served.

Current Members: Board I - Vincent Frevola, Eugene Tomine, Lola Bennett  
Board II - Monte Florence, Phyllis Raymond, Felix Stuckey  
Director - Jack Pool, Clerk of the Board of Supervisors  
Assistant - William Mehrwein

## BOARD/COMMISSSION FACT SHEET

### I. Name of Board: Charter Review Commission

Address: 1221 Oak Street, Suite 555, Oakland, CA 94612

Telephone: 874-6253

Meeting Time and Place: 4th Tuesdays at 7:30 to 9:30 p.m., Room 447,  
County Administration Building, 1221 Oak Street.

### II. Brief Description of Function and Jurisdiction

To review the Alameda County Charter and recommend changes to the Board of Supervisors for possible submission to the voters.

Funds Administered: None.

Budget: None.

Staff: Provided by the County Administrator's office.

### III. Duties of Members

Duties: To attend monthly meetings and subcommittee meetings as required. Subcommittees include public relations and civil service at this point.

Qualifications: Members represent 5 categories - Labor, Business, Press, Law, and Citizens. Some understanding of governmental structure and function of charter are helpful.

Members: 25, five appointed by each supervisor.

Time Involved: 8-10 hours per month.

Term: Not specified.

Remuneration: None.

Anyone joining at this point should be aware that the Commission has already engaged in months of study and probably will not change direction. The Commission is working toward a second attempt at Charter repeal accompanied by submission of a Civil Service ordinance to the voters.

## BOARD/COMMISSION FACT SHEET

I. Name of Board: Child Health Disability Prevention Advisory Board

Address:

Telephone:

Meeting Time and Place: Every 4th Wednesday at 7:30 p.m. Locations may vary according to availability of space.

### II. Brief Description of Function and Jurisdiction

Willie Brown Bill AB 2068, page 8 states: Advisory Board shall - Review the community's child health needs and the adequacy of health care providers and facilities to meet those needs; review the community child health and disability prevention plan; advise and report directly to the governing body as to the program for child health and disability prevention.

Funds administered by Board: None.

### III. Duties of Members

Qualifications: Appointees are either parents, health care professionals or educators

Time Involved: The average is 10 hours per month per member.

Term: 1, 2, or 3 years.

Remuneration: None.

Members: 14 regular plus 4 associate members.

3 year - Jana Lane, Chairperson, Bruce M. Gach, Alan Kiyomoto, Beverly T. Moore, Eliseo D. Trinidad.

2 year - Karen Aragon, Judy Baalman, Juanita S. Papillon, Adah Maurer.

1 year - Seymore T. Harris, Esther Lee Mirmow, Edgar J. Schoen, Patricia Singleton, Ruby Steiner.

Associates - Roy Mangini, Mary Picchi, Mary Random, Robert Cooper.



BOARD/COMMISSION FACT SHEET

I. Name of Board: Civil Defense and Disaster Council  
Address: 1221 Oak Street, Room 536, Oakland, CA 94612  
Telephone:

Meeting Time and Place: As necessary.

II. Brief Description of Function and Jurisdiction

Review and recommend on civil defense and disaster and mutual aid plans, etc.

Staff: Chairman of the Board of Supervisors, Director of the Civil Defense and Disaster Council, the Assistant Director, Deputy directors and chiefs, the County Administrator or alternate, and representatives from official organizations as appointed by the Board.

III. Duties of Members

Not specified.

## BOARD/COMMISSION FACT SHEET

I. Name of Board: Committee on Criminal Justice and Data Processing  
Address:  
Telephone: 874-6381

Meeting Time and Place: 566 County Administration Building at 3:00 p.m.

### II. Brief Description of Function and Jurisdiction

Originally, Board of Supervisors appointed committee to review IBM report on Data Processing. That group recommended a permanent committee.

Policy Agency: Operational policies in whole justice system. Advisory to Board.

Corpus: Automated system of all justice related departments. "Starts with a booking and follows that person till they leave the justice system."

Involved with: D. A., Probation, Courts, Public Defender etc. Can deal with pre-trial, alcoholism etc. Statistical info to other committees.

Budget: Part I covers County Clerk, Staff, Director, Systems Analysis. Part II covers Alameda County Budget data cost of Corpus (Hardware and Software).

### III. Duties of Members

Attend one meeting per month (two hours).

Qualifications: Interested in criminal justice, interested in how Corpus relates to your operation, e.g., privacy of information.

Cost to County: Management information, potentially data systems. Computer information helpful, but not necessary.

Members: District Attorney, Public Defender, Sheriff, County Counsel, Probation Officer, Superior Court Judge, Municipal Court Judge, South County Municipal Court Judge, County Administrator of South County and Superior Court, Police Chief of Oakland, Police Chief representing others in County, Representative from County Administrator's office.

Adding: 5 public members.

## BOARD/COMMISSION FACT SHEET

I. Name of Board: Consumers Affairs Commission  
Address: Office of Commission Administration  
401 Broadway, 4th Floor, Oakland, CA  
Telephone: 874-6150

Meeting Time and Place: At least 10 meetings per year location varies.

### II. brief Description of Function and Jurisdiction

Established by Ordinance #75-33 on February 11, 1975 under Art. 5-48 of Alameda County Administrative Code to assist and advise the Board of Supervisors in developing consumer education and protection programs; identify consumer problems; encourage the development of an adherence to the highest standards of fair and honest market practices and develop higher consumer awareness; to hold hearings on important consumer issues for information; make recommendations for legislation and make recommendations to the Board of Supervisors for improving the County government's Consumer Protection Program.

Funds administered by Board or Commission: None.

Budget: None.

Staff: Staff provided by Office of Commission Administration.

### III. Duties of Members

Extensive research and evaluation of consumer issues; attendance of one or two Commission meetings per month; subcommittees are frequently based on issues and activities identified as important to consumers.

Helpful Qualifications: Interested and aware of community, a cross-section of economic and geographical distribution is the goal, although mostly middle and upper class citizens become involved.

Time Involved: Easily one day per week on subcommittee work plus usual meetings.

Length of Term: 2 years - limit of three terms.

Remuneration: None.

Members: Linda Alulian, Albert Brown, Peggy Cole, Fern Corley, Charles Duffy, Stan Johnson, Ron Loshin, Betty Moose, Agnes Moses, Margaret Newton, Virginia Stanley, Judith Tiffin, Michael Wong, Earl LeCount, Wilma McGurn.



## BOARD/COMMISSION FACT SHEET

I. Name of Board: Delinquency Prevention Commission  
Address: 400 Broadway, Oakland, CA 94607  
Telephone: 874-7370

Meeting Time and Place: Fourth Thursday at 12:00 - 2:00 p.m. (Business Lunch) Alternating months at 400 Broadway and Sr. Boys Camp, San Leandro.

### II. Brief Description of Function and Jurisdiction

Advisory commission to courts and community - always involved in improvement of juvenile programs and facilities. Offers proposals for new programs and direction.

Funds Administered: \$50,000 by State of California in 1976.

Staff: Provided by Alameda County Probation Department.

### III. Duties of Members

Investigate, advise, divert funds usage at County level; receive proposals, prepare new programs affecting juveniles.

Qualifications: Interest and background work in related field helpful. Names picked from community by nominating subcommittee and submitted to presiding judge of Juvenile court who makes appointment.

Time Involved: Varies with responsibilities of subcommittee.

Term: Two years.

Remuneration: None.

This Commission is involved in many projects, e.g., Alameda County Probation recently received \$1.5 million to be used to divert "Status offenders from the Juvenile Justice System." This Commission is making recommendations on use of those funds. Also, publishes a quarterly newspaper, "Straight Stuff" designed for a high school audience. 10,000 disseminated.

## BOARD/COMMISSION FACT SHEET

I. Name of Board: Emergency Medical Care Committee

Address: 15400 Foothill Blvd., Cottage #1, San Leandro, CA 94578

Telephone: 577-1417

Meeting Time and Place: 1st Wednesday at Fairmont Auditorium at 4:30 p.m.  
Subject to occasional change.

II. Brief Description of Function and Jurisdiction

Initially created by Resolution #124598 on March 12, 1968, pursuant to Sections 1750 to 1755 of the Health and Safety Code of the State of California to review the emergency service operations (ambulance, first aid, etc.) of the county and report to the Health Planning Council, the state department, etc., on these services. Revised by Resolution #1500580 on October 2, 1973.

Members: 34, 24 designated and 10 at large representing consumer interests. (Ben Matthews, Staff person).

III. Duties of Members

Qualifications: must represent Health Care facilities or consumer interest.

Time Involved: Not specified.

Term: Two years.

Remuneration: None.

## BOARD/COMMISSION FACT SHEET

I. Name of Board: Health Care Services Commission  
Address: 499 5th Street, Oakland, CA 94607  
Telephone: 874-5292

Meeting Time and Place: First Wednesdays, 12:30 p.m., at Highland Hospital.

### II. Brief Description of Function and Jurisdiction

Provides advice to Director of Health Care Services and Board of Supervisors.

### III. Duties of Members

Investigate, study, report and recommend to the Director of Health Care Services and to the Board of Supervisors from time to time, the most efficient and economical methods and manners of providing the services to be rendered to persons entitled thereto; investigate, study, report and recommend annually to the Director of Health Care Services and to the Board of Supervisors with respect to fiscal and budget matters; assist the Board of Supervisors to secure a qualified person to fill a vacancy in the position of Director of Health Care Services by having representation on any search committee, and by making recommendations to the Board with regard to candidates certified by the Civil Service Commission. Commissioners may also serve on search committees for other positions requiring exceptional qualifications; investigate, when cause for such action is presented in writing to the Commission, the conduct and operation of any person or division in the Health Care Services Agency, and make reports and recommendation thereon to the Director of Health Care Services, the Board of Supervisors, and the Grand Jury.

Qualifications: 8 members shall be of medical or dental professions.

Time Involved: Three hours twice per month (range of 5-9 hours/month).

Term: Four years.

Remuneration: None.

Members: 18



## BOARD/COMMISSION FACT SHEET

I. Name of Board: Human Relations Commission  
Address: 401 Broadway, Oakland, CA 94607  
Telephone: 874-6150

Meeting Time and Place: Monthly, first Wednesday, 4:00 p.m., at the County Administration Building, 1221 Oak Street, Oakland.

### II. Brief Description of Function & Jurisdiction

To help reduce or eliminate problems of discrimination in all of its forms. To review and make recommendations in race relations, employment, education, police-community relationships, housing, children's interest.

Also, create an environment in which all men, women and children of the County may live, learn, work and play in harmony and brotherhood regardless of race, religion or national origin.

### III. Duties of Members

Attend one meeting per month. Subcommittees in all field also meet regularly (research and homework required).

Qualifications: No specific qualifications except interest in problems of human relations. County residence and ability to implement County policies against discrimination.

Term: Three years.

Remuneration: Reimbursement for necessary expenses.

Members: 16.

# BOARD/COMMISSION FACT SHEET

I. Name of Board: Human Services Council  
Address: 1221 Oak St., Oakland, CA  
Telephone: 874-6252

Meeting Time and Place:

## II. Brief Description of Function and Jurisdiction

Acts as advisory to the Board of Supervisors on human services planning issues. No funds are administered by the Council. Budget is \$72,600 which includes \$18,000 from the State of California. Staff consists of a director, assistant director, and part-time secretary.

Council consists of 18 members - ten appointed from the public by the Board of Supervisors, plus one representative each of the following agencies: United Way, Social Service Agency, Health Care Agency, Comprehensive Health Planning Agency, Criminal Justice Agency, Cities of Oakland and Berkeley, and ACTEB-ACAP (which administers manpower programs for the County).

## III. Duties of Members

Qualifications: Should be a consumer or a provider of social service.

Time Involved: Not established.

Term: Recommended three years.

Remuneration: None.

The Council started out being funded on a grant - has just begun to function on general fund money. Director expects the Council and its usefulness will be evaluated at the end of the fiscal year, and may or may not continue in its present form.

## BOARD/COMMISSION FACT SHEET

I. Name of Board: Juvenile Justice Commission  
Address: 400 Broadway, Oakland, CA 94607  
Telephone: 874-6465 (Secretary to Commission)

Meeting Time and Place: Usually meets as a juvenile facility on  
2nd Wednesday at 1:00 p.m.

### II. Brief Description of Function and Jurisdiction

Investigate administration of juvenile court law. Inspect all juvenile detention facilities, publicize its recommendations, advise judges and probation officers, assist in setting standards and preparing budgets, interpret for the public, purpose legislation.

Funds Administered: None.

Members: 11 presently. 15 contemplated.

Budget: Part of Probation budget.

Staff: Provided by Probation Department.

### III. Duties of Members

Duties: Annual unannounced inspection of all juvenile facilities - joint subcommittee with Delinquency Prevention Committee.

Qualifications: Community representation - knowledge and interest in field helpful.

Term: Four years.

Remuneration: \$15 per meeting upon request. Maximum 12 meetings yearly.

Appointments made by presiding Judge of Superior Court.

## BOARD/COMMISSION FACT SHEET

I. Name of Board: Library Advisory Commission  
Address: 224 West Winton Ave., Hayward, CA  
Telephone: 357-0844 Ext. 6337

Meeting Time and Place: When called; usually about 5 evening meetings per year of approximately two hours duration.

## II. Brief Description of Function and Jurisdiction

Advisory functions in all matters relating to the County Library.  
Main function is to review and make recommendations to the Supervisors on the budget.

Funds Administered: None directly.

Staff: Provided by County Library Department.

Budget: None.

## III. Duties of Members

Duties: Advise, study and recommend on library service, operating policy and goals, book selection, the budget, capital building program and confer with groups interested or evaluating library service.

Qualifications: Area of residence is only qualification although it is helpful to have background in Friends of the Library, etc.

Members: 11 members - 5 City Councilmen (or their alternates), 5 appointments by Board of Supervisors, and 1 member-at-large.

Term: Councilmen - during their elective office term.

Others: Two years.

Remuneration: None.



## BOARD/COMMISSION FACT SHEET

I. Name of Board: Local Agency Formation Commission (LAFCO)  
Address: 1221 Oak Street, Oakland, CA  
Telephone: 874-7861

Meeting Time and Place: 4th Thursday at 4:00 p.m.

### II. Brief Description of Function and Jurisdiction

To review and approve proposals for incorporation, formation of special districts, annexations, and other changes in organization. To adopt standards for evaluation of proposals, hold hearings, appoint staff, director, and consultants, and follow state law.

Funds Administered: None.

Budget: Approximately \$45,000.

Staff: Provided by County Administration Office, other County departments provide assistance as needed.

Members: 5 - two members of the Board of Supervisors, two City officers appointed by the County Mayor's Conference, one public member appointed by the other four members.

### III. Duties of Members

To attend one meeting a month and do a few hours background work in preparation. Standards for evaluation include establishment of local "spheres of influence" which are used to judge proposals.

Qualifications: Knowledge of the County.

Time Involved: 4 to 8 hours per month.

Term: Four years or until a qualified successor is appointed.

Remuneration: Actual and necessary expenses.

Members: Supervisors Cooper and Murphy (alternate - Bort), Art Flegal of Piedmont and Jack Maltester of San Leandro (alternate - Tom Kitayama of Union City), Harold B. Murphy of Fremont (alternate - Tom Schweser of Fremont).

## BOARD/COMMISSION FACT SHEET

I. Name of Board: Mental Health Advisory Board  
Address: 1411 East 31st Street, Oakland, CA  
Telephone: 874-5025

Meeting Time and Place: Third Wednesday, at 12:30 - 2:00, Highland Hospital.

### II. Brief Description of Function and Jurisdiction

Advisory functions in all matters relating to mental health services pursuant to Section 5606 of the Welfare and Institutions Code.

Funds Administered: None, Board does, however, review and make recommendations on all Short-Doyle funds. (100% Federal money.) Recommendations usually accepted by Mental Health Agency and Supervisors.

Budget: None.

Staff: Provided by Health Care Services Agency.

Members: 14 members, 9 professional and 5 public members.

### III. Duties of Members

Duties: Attend meetings and read in preparation for them.

Qualifications: Each member shall be an elector of the County and may not be an employee of the County Mental Health Service or the State Department of Mental Hygiene or a Short-Doyle contract facility.

Time Involved: Basically about 6 hours per month; more time for Chairperson and those on busiest subcommittees.

Term: Three years.

Remuneration: None.

Mrs. Graves, the current chairperson, feels their planning function is most influential. Their power is not in their function or in any funds of their own, but the influence they wield. Women well represented; consumers of service under represented.

BOARD/COMMISSION FACT SHEET

I. Name of Board: Planning Commission  
Address: 399 Elmhurst, Hayward, CA  
Telephone: 881-6401

Meeting Time and Place: Monday afternoons at 399 Elmhurst in the auditorium.  
Public meetings.

II. Brief description of Function and Jurisdiction

Serves in an advisory capacity to the Board of Supervisors. Makes recommendations regarding plans, policy and courses of action involving matters affecting the physical, social, economic and environmental planning for development proposals in the County. Conducts technical studies and holds public hearings for information.

Funds Administered: None.

Budget: Part of Planning Department.

Staff: Provided by Planning Department.

Members: 7

III. Duties of Members

Duties: Advise Board of Supervisors on matters relating to rezoning and general plan amendments.

Qualifications: None specific. Background in County government or other Commission experience is an asset, however. Cannot hold any other County office.

Time Involved: 2 to 4 hours per week.

Term: Four years.

Remuneration: \$50 per meeting.

Members: Paul Bernhardt, William Carpenter, Edwin Enos, Martin Kauffmann, Lois Rusteika, George Spiliotopoulos.

## BOARD/COMMISSION FACT SHEET

I. Name of Board: Regional Criminal Justice Planning Board  
Address: 100 Webster Street, Suite 104, Oakland, CA  
Telephone: 874-7595

Meeting Time and Place: Third Monday, 3:30 p.m., 399 Elmhurst, Hayward, CA.

## II. Brief Description of Function & Jurisdiction

Develop plans for crime prevention and improvement of law enforcement and administration of criminal justice; define, develop and correlate programs and projects for regional criminal justice agencies; plan for use of State and Federal funds allocated for law enforcement; cooperate with local government, public and private agencies in obtaining financial assistance and provide technical assistance in matters relating to criminal justice; evaluate criminal justice programs and collect and disseminate information of the progress of criminal justice in the region; comply with appropriate services required by the California Council on Criminal Justice Planning.

Funds Administered: Fiscal operations in accordance with joint exercise of powers agreement creating planning board. Formula allocates funds.

Budget: \$2.2 million each year for specified projects.

Staff: John Lenser, Executive Director.

Members: 29.

## III. Duties of Members

Duties: Attend regular meetings, special meetings, subcommittees.

Qualifications: Interest in criminal justice, and if possible, represent some constituency.

Time Involved: Meetings plus research

Term: Three years.

Remuneration: None.



BOARD/COMMISSION FACT SHEET

I. Name of Board: Retirement Board  
Address: 1221 Oak Street, Oakland, CA 94612  
Telephone: 874-6757

Meeting Time and Place: 2nd Thursday of each month at 1:00 p.m.

II. Brief Description of Function and Jurisdiction

To administer the retirement program for all full-time County employees.  
(Approximately 9,000).

Funds Administered: \$180,000.00 in retirement funds.

Budget: Approximately \$165,000.00 annually.

Clerical Staff: Seven.

Members: 9 - Four appointed by the Board of Supervisors, 1 elected by the "safety employees", 2 by general employees, 1 by retirees, plus the County Treasurer, who is ex-officio. County Counsel and Director of Health Care Services Agency are advisors to the Retirement Board.

III. Duties of Members

Review all disability applications, establish policy with regard to retirement, monitor legislation affecting retirement, approve all investments, hire an investment counselor, hire own director.

Qualifications: Recent appointees have been a CPA, an attorney, and a businessman.

Time Involved: 2 to 3 days per month.

Terms: 3 years or until a successor is appointed.

Remuneration: \$50 per meeting for non-employee members.

## BOARD/COMMISSION FACT SHEET

I. Name of Board: Revenue Sharing Advisory Board  
Address: 1221 Oak Street, Room 555, Oakland, CA 94612  
Telephone: 874-7861

Meeting Time and Place: First Thursday of each month at 4 p.m.

### II. Brief Description of Function and Jurisdiction

To review and make recommendations to the Board of Supervisors on all requests from community based organizations for revenue sharing funds, and to consider and make a recommendation on any revenue sharing question as requested by the Board of Supervisors.

Funds Administered: None. It does make recommendations on how approximately \$5 million in funds should be administered.

Budget: None.

Staff: Revenue sharing coordinator and his assistant, plus clerical work provided by County Administrator's Office.

Size and Composition: 15 regular and 5 alternate members. Each supervisor appoints 3 regular and one alternate member. No employees or board members of applicant agencies may serve on the board.

### III. Duties of Members

Duties: To read, review, hold hearings on, and make recommendations on proposals for use of revenue sharing funds.

Qualifications: Generally should have knowledge and experience in social services, health, public safety, or recreation, libraries, or environmental protection. These are not required.

Time Involved: September to March, 4 hours a month.  
April to July, 12 hours a month.  
In May, perhaps 10-15 hours a week.

Term: Three years, not eligible for reappointment for one year following end of term.

Remuneration: None.

## BOARD/COMMISSION FACT SHEET

I. Name of Board: Social Services Commission  
Address: 401 Broadway, Oakland, CA 94607  
Telephone: 874-6150

Meeting Time and Place - Third Wednesday at 1:15 p.m. in Commission Room,  
401 Broadway, Oakland, CA.

### II. Brief Description of Function and Jurisdiction

Advisory to Social Services Agency Director and to the Board of Supervisors  
on Social Service and public assistance programs.

Funds Administered: None directly. Indirectly through recommendations for use of  
General Assistance Aid Program.

Staff: Provided by Office of Commission Administration.

### III. Duties of Members

Duties: Investigate, study and report to Board of Supervisors on questions  
relating to public assistance and social services. Study county-wide  
problems of poverty and neglect and make recommendations to Social Services Agency  
Director and the Board of Supervisors.

Helpful Qualifications: Ability to represent total community both geographically  
and ethnically on questions relating to public assistance programs.

Members: 17 (2 nominated by Alameda County Mayor's Conference) all appointed  
by the Board of Supervisors.

Time Involved: At least one day per month.

Term: Four years.

Remuneration: Reimbursement of reasonable and necessary expenses incurred  
in attending meetings and their duties.

## BOARD/COMMISSION FACT SHEET

- I. Name of Board: Solid Waste Management Advisory Committee  
Address: 399 Elmhurst, Hayward, CA  
Telephone: 881-6401 Planning Department

Meeting Time and Place: 2:00 - 5:00 p.m., 2nd Thursday of month,  
Planning Commission Conference Room 227 of Planning Department.

### II. Brief Description of Function and Jurisdiction

A combined citizens and policy advisory committee for a solid waste management plan in Alameda County.

Funds Administered: None.

Budget: None

Staff: Provided by Alameda County Planning Department.

### III. Duties of Members

Duties: Advise only on content of solid waste plans, as submitted  
by Planning Department

Helpful Qualifications: Community interest, all kinds of professional  
input and the ability to reasonably examine alternatives.

Time Involved: 3-8 hours per month.

Term: Not specified.

Remuneration: None.

Members: 23 (Sara Lonner, Carnello Corica, Walter Dahl, Ed DePaloi,  
Clifford Heisterberg, Lee Hertzberg, Lois Hill, Franklin Hurlbut, Gus Levy,  
Lee Martin, Albert Massa Jr., Carl Olsen, Ariel Parkinson, Wilson Sampson,  
Al W. Schmitz, Gary Schnitzer, Bill Williams.

BOARD/COMMISSION FACT SHEET

I. Name of Board: Commission on the Status of Women  
Address: 401 Broadway, 4th Floor, Oakland, CA 94607  
Telephone: 874-7807

Meeting Time and Place: Second Tuesday, 7:30 p.m., locations vary from North to South County. Contact staff to determine location for each meeting.

II. Brief Description of Function and Jurisdiction

To help eliminate discrimination and prejudice against women. Established to deal with the problems of women in the areas of education, employment, health, housing, recreation, mother's rights, etc. Advisory to the Board of Supervisors and to the various County departments through the Board of Supervisors.

Staff: Provided by the Office of Commission Administration.

Members: 17 - appointed by the Board of Supervisors.

III. Duties of Members

Term of Office: 2 years - two term limit.

Members attend monthly meetings and lead committees. They may also be asked to give speeches and/or sit on panels at conferences.

Remuneration: None - actual and necessary expenses.



# BOARD/COMMISSION FACT SHEET

I. Name of Board: 911 Trial Advisory Commission  
Address:  
Telephone:

Meeting Time and Place:

## II. Brief Description of Function and Jurisdiction

Established for continuing advice on implementing and operating an advanced 911 system as a national trial.

## III. Duties of Members

Members: 17 (three public members), mostly ex-officio members or designated representatives of relevant agencies.

Time Involved: In the past three years, there have been a total of 16 meeting.

Term: Not specified.

Remuneration: None.

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